

~~CONFIDENTIAL~~

15 June 1954

MEMORANDUM FOR: Chief, Employee Services Division

SUBJECT: Commendatory Letters

25X1A9a

1. The CIA Career Service Board file on Commendatory Letters and the [REDACTED] official personnel folder have been transmitted to your office in connection with your responsibility for preparing commendatory letters to persons who are retiring from Government service.

2. If I can be of any further assistance in providing background information on this subject, please let me know.

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Special Assistant For Career Service

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SA/CS: [REDACTED] nkr (15 Jun 54)

Dist:

- 0 & 1 - Addressee
- 1 - AD/P
- 2 - SA/CS

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